

**FREDERICK COUNTY LIQUOR BOARD**  
***Public Meeting Minutes***  
***Monday June 13, 2022***

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Those Present: Mrs. Debbie Burrell, Chair  
Ms. Joan Aquilino, Board Member  
Mr. Chris Glass, Board Member  
Ms. Jennifer Keefer, Assistant County Attorney  
Mr. Bob Shrum, Alcoholic Beverage Inspector  
Mr. Robert Lind, Alcoholic Beverage Inspector  
Mrs. Dawn Shugars, Administrator  
Mrs. Ashley Kneessi Gay, Administrative Specialist II  
Mrs. Tabitha Vanleeuwen, Administrative Specialist II  
Mrs. Heather Flores, Administrative Specialist II  
Mrs. Candace Sier, Administrative Specialist

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A Public Meeting was held virtually and called to order at 8:29am by the Administrator, Dawn Shugars. Introductions and Board overview was shared by Chair, Debbie Burrell. Ashley Kneessi-Gay swore in all participants for today's hearing.

1. NEW APPLICATION

a. Application #260405

The Garage  
Rita Dorsey, Matthew Dorsey, and Nathaniel Hunter  
For the use of The Garage Inc.  
Class B, On Sale, Beer, and Wine license

- Pending items are ABLE Training, Inspectors Report, Fire Marshal approval, Health Department approval, Occupancy permit, and Zoning permit.
- Inspectors Report: Robert Lind went to the establishment on May 23, 2022. He met with Rita Dorsey and reviewed the plans of the establishment inside and out. They meet all requirements of the Liquor Board.
- There was no public comment.

**MOTION:** Commissioner Aquilino made a motion for conditional approval for August 31, 2022.

**SECOND:** Commissioner Glass second the motion.

**FURTHER DISCUSSION ON THE MOTION:** There was no further discussion.

**VOTE:** Commissioner Glass – Aye  
Commissioner Aquilino – Aye  
Chairman Burrell – Aye

The vote was unanimous ***Ayes 3, Nay-0***  
***(Motion passed)***

b. Application #260404

Thai Table  
Pornchai Rungrojcharoenkit  
For the use of Westview Group, LLC  
Class B, On Sale, Beer, and Wine license

- Pending items are ABLE Training, Inspectors Report, Fire Marshal approval, Health Department approval, Occupancy Permit, Retail Sale Tax License, Tax Release, and Trader's License.
- Inspectors Report: Robert Shrum went to the establishment on May 24, 2022. He met with the licensee, Pornchai Rungroicharoenkit. Pornchai has renovations to do but meet all requirements of the Liquor Board.
- History Report: Pornchai is on two other licenses, he is on the license for Lazy Fish, which was issued on August 27, 2014. A violation occurred on June 16, 2016, for not notifying the Board of change of ownership, which they paid a no contest fine for \$300.00. Pornchai Rungroicharoenkit is also on the Tsunami license which was issued on April 2, 2020, and there is no violation history.
- There was no public comment.

**MOTION:** Commissioner Aquilino made a motion for conditional approval until July 31, 2022. Pending all rules, regulations, and laws of the State, County, municipalities, and the Liquor Board are met. The Liquor Board staff will monitor and release the license with the completion of all requirements. It is strongly suggested that all licensees and employees serving alcohol, attend the Frederick County or State approved alcohol awareness program, not a bartending program, the awareness program.

**SECOND:** Commissioner Glass second the motion.

**FURTHER DISCUSSION ON THE MOTION:**

Due to the construction and water heater issue, Administrator Shugars would like to see if the Board will amend the conditional approval to extend the time to August 30, 2022 to give him additional time for the parts to come in. Joan Aquilino approved to amend the motion for conditional approval until August 30, 2022.

**MOTION:** Commissioner Aquilino made a motion to amend her previous motion to change the date of conditional approval until August 30, 2022.

**SECOND:** Commissioner Glass second the motion.

**VOTE:** Commissioner Aquilino – Aye  
Commissioner Glass – Aye  
Chairman Burrell – Aye

The vote was unanimous **Ayes 3, Nay-0**  
**(Motion passed)**

## 2. TRANSFER

### a. Application #258661

Mayta Peruvian Cuisine  
Jorge Valasquez  
For the use of Mayta Peruvian Cuisine, LLC  
Class B, On Sale, Beer, Wine & Liquor license  
Transfer from: 5010 Buckeystown Pike Ste 120 Frederick MD

- Pending items are ABLE Training, Inspectors Report, Bulk Transfer, Fire Marshal approval, Health Department approval, Retail Sales Tax License, Tax release, and Zoning Permit.
- Inspectors Report: Robert Shrum went to the establishment on May 25, 2022. He met with the representative of Mayta to review the plans of the establishment and post the hearing sign. They are moving to a larger location formally licensed by another licensee. They meet all requirements of the Liquor Board.
- Administrator Shugars explained to Mr. Valasquez how important Bulk Transfer Permit was and how he cannot move alcohol from one location to another until the Bulk Transfer Permit has been applied for. Administrative Shugars also told Mr. Valasquez to coordinate with staff if he needed any assistance.
- History Report: The license was issued January 20, 2016, and there is no violation history.
- There was no public comment.

**MOTION:** Commissioner Aquilino made a motion for conditional approval through August 30, 2022. Pending all rules, regulations, and laws of the State, County, municipalities, and the Liquor Board are met. The Liquor Board staff will monitor and release the license upon completion of all requirements. It is strongly suggested that all licensees and employees serving or selling alcohol, attend the Frederick County or State approved alcohol awareness program.

**SECOND:** Commissioner Glass second the motion.

**FURTHER DISCUSSION ON THE MOTION:** There were no further discussion.

**VOTE:** Commissioner Aquilino – Aye  
Commissioner Glass – Aye  
Chairman Burrell – Aye

The vote was unanimous **Ayes 3, Nay-0**  
**(Motion passed)**

b. Application #258527

Frederick Wine House  
Gary Zorechak, Kevin Storm, and Lauren Storm  
For the use of WBL, Inc.  
Class A, Off Sale, Beer, Wine & Liquor license  
Transfer from: 2440 Osprey Way Ste C Frederick MD

- Pending items are ABLE Training, Inspectors Report, Bulk Transfer, Fire Marshal approval, Health Department, Lease/Deed, Occupancy Permit, Retail Sales Tax License, and Trader's License.
- Inspectors Report: Robert Lind went to the establishment on May 23, 2022. He met with Kevin Storm at the construction site of the proposed location at 30 Monocacy Blvd. The Proposed site is under construction and no inspection was conducted. Once the construction is complete, Inspector Lind will go back out to inspect it. The notice of the public hearing was posted on the fence for plain view to the public.
- Administrator Shugars stated that under the Alcoholic Beverages Article §2-113, they are seeking for the State permission for individual storage for approximately 1600 square feet.
- Kevin Storm stated other Liquor Boards do not take in consideration the storage areas or educational rooms towards the 10,000 square feet because it is not used to sell alcohol.
- Administrator Shugars stated that the To-go area of 457 square feet would be considered an area to be licensed because a transaction will take place there.
- Administrator Shugars indicated that there are requirements under the Alcoholic Beverages Article §4-206 stating that the Board will need to obtain a written report from ATC to determine the license approval, if they are requesting to go over 10,000 square feet.
- Commissioner Aquilino assured that for her to go forward with this application, she would like to see a transportation assessment and the verification from the City of Frederick on the traffic study. Commissioner Aquilino then asked if Mr. Storm could size down the building.
- Storm stated that they hired a company to do a full traffic study. They studied six intersections during the day and night as well as Saturday and the numbers were all below any concerns for the traffic study. If they downsized the building, they would have to restart the entire process over again with the City of Frederick and the traffic study. It took them two ½ years to get this site approved and it would be a tremendous financial burden to go back.
- Commissioner Aquilino agreed with Mr. Storm and understands why he would not want to downsize the building but requests if the city approved the traffic study, she would like to see it.
- Mr. Storm assured Commissioner Aquilino that he will get her the documents with the city's approval of the traffic study.
- Commissioner Aquilino stated that she does not see the site being under 10,000 and asked Mr. Storm if the state has approved the storage area.

- Mr. Storm indicated that they are not able to get a storage permit until they have a use of occupancy. The areas that are not included in the 10,000 square feet have been applied for the state's approval.
- Commissioner Aquilino stated that she was not comfortable to approve something since we have not received approval from the state for the storage area.
- Chairman Burrell asked Administrator Shugars for clarification with her understanding of the storage and with the total number of the square footage for the building as 9,656. If they change and make 457 square feet into an office, 830 square feet would be used as an educational room and if alcohol is served even as a tasting it would need to be added.
- Administrative Shugars agreed with Chairman Burrell and stated that tastings cannot occur in the educational area; they would have to happen on the main floor of the 9,656 in order to maintain under 10,000 square feet. The To-Go area cannot be licensed, the 1600 square feet on the other end of the building will have to be licensed by the State. As for the use of occupancy it cannot be issued, but we can see if that application was submitted.
- Administrative Shugars encouraged the Board that they need to decide whether were dealing with under 10,000 square feet or over 10,000 square feet. Administrative Shugars stated that if we are dealing with over 10,000 square feet, it requires the state ATC to give us a recommendation/determination and we postpone.
- Mr. Storm asked the Board to issue their license for the 9,656 square feet. He assured the Board that the storage and educational rooms will have doors but that they will be closed and secured.
- Chairman Burrell then asked Mr. Storm for the Board if he is intending to get licensed under 10,000 or over 10,000 where the Board would need to seek the determination from ATC.
- Mr. Storm asks for a compromise since they are under construction, if they can get an approval for the main retail space of 9,656 and at this time not license out the education or TO-GO area until they receive approval from the ATC? After explanation, he asks the Board to approve for less than 10,000 square feet, get the ATC clarification and then revisit the issue.
- Administrative Shugars assured the Board that Frederick Wine House is asking to license only 9,656 square feet and that the Board can proceed with the hearing. Administrative Shugars reminded the Board to address the factors that are located at §4-210 and be sure to quote those with their line of questioning.
- Commissioner Aquilino asked if there will be access to any of the rooms out of the 9,656 square foot area?
- Mr. Storm informed the Board that there are doors which will access to the 9,656 square foot area but states that they can be removed.
- Commissioner Glass asked Mr. Storm to verify that the extra rooms not included in the 9,656 square feet, would be secured and isolated.
- Mr. Storm assured the Board that they would be closed off.
- Chairman Burrell asks Mr. Storm for clarity that he is asking for the Board to license 9,656 square feet before the Board today. She then asks Counsel about deferring the other sections of the building for the future if they need to request the determination or address both situations today?
- Administrator Shugars replied stating that if the Board is considering the application before them to build below 10,000 square feet which would be 9,656, the Board would not need the

determination from the ATC. However, if Mr. Storm is looking for the building to be over 10,000 square feet, then the Board would request to obtain the determination from ATC.

- Chairman Burrell asks Mr. Storm if his intent is to ask for the extra square footage out of the 9,656 in for near future and ask the Board to get a determination from the ATC or are you going to change your plans and only ask for the 9,656 square feet?
- Mr. Storm told the Board that he would like to currently ask for the approval for the 9,656 square feet and then work with the Board and ATC to add the educational room and To-Go area. He mentions that he would like to utilize those areas but states that they are not critical to operate the business. He stated that those areas were added to make up for the extra square footage. Mr. Storm states that he understands that he can still use the education room, he just cannot have alcohol in there and is willing to work with the Board to get his business open.
- Chairman Burrell asks the counsel for confirmation that Mr. Storm would like to get over 10,000 square feet approved but wants to get his business running now, so is asking for under 10,000 square feet. Chairman Burrell then asked the Board if we need ATC's determination for the educational room and defer a decision.
- Mr. Storm asks the Board if he could have the application approved for the 9,656 and then come back in a few months and ask for the extra square footage.
- Chairman Burrell assured Mr. Storm that he can certainly come back in the future to ask for the extra space. She stated that the Board wants to stay in compliance with both County and State regulations and make sure they are following procedures and asked counsel for the best advice to the Board.
- Counsel Jennifer Keefer stated that she believes that the applicant is asking the Board to consider two options. The first option would be to withdraw the application for the educational room and the To-Go area and to simply proceed with the application requesting to license the 9,656 square footage. Then come back in front of the Board with an application to consider expanding the square footage which would trigger §4-206 and require ATC's determination. The second option would be to ask for the approval of 9,656 square footage and request for the ATC's determination to license the educational room and the To-Go area. She made Mr. Storm aware that both options are a first case in front of this Board and doesn't see where the Board would be prohibited from doing either, but it isn't something this Board has considered.
- Chairman Burrell asked Mr. Storm after hearing from our attorney Ms. Keefer, Are you wanting to withdraw the request of the educational and the To-Go space or proceed with the 9,656 square footage and ask the State to license the other spaces? Or would you like to ask for the Board to only approve your license for under 10,000 square feet today? Mr. Storm states that he wants to consider under 10,000 square footages today and get open and then come back to work on the other square footage with the Board.
- Chairman Burrell asks Mr. Storm how many employees will you have and how many employees will be Alcohol Awareness trained? Mr. Storm stated that he will have 20 to 25 employees when the store opens and anyone that is involved with alcohol, will be certified.
- Chairman Burrell asks Mr. Storm, how are you going to monitor the stores' location internally when patrons are buying alcohol? Mr. Storm states that he set up the business so that himself and managers can monitor consumers down the aisles while standing at the cashier counter in the front of the store.

- Chairman Burrell asked Mr. Storm what building materials are going to be used? Mr. Storm stated that it is a pre-engineered building, with stone from the ground up 4 to 5 feet, and the roof will be seen as the Maryland flag.
- Commissioner Aquilino asked to hear if we have any public comments and bring it back to the Board for discussion.
- Administrative Shugars suggested that the Board should review the Alcoholic Beverages article §4-210 and then ask the licensee questions before taking public comment to make sure they are vetting out the state law that requires the Board to look at the items when doing an approval.
- For the public need and desire for this license, Commissioner Aquilino asked Mr. Storm how he knew that Frederick County residents shopped in Leesburg or at Total Wine stores? Mr. Gary Zorechak answered the Board stating that customers that he has seen in their store or out in general have told him other places that they shop for alcohol because they have a larger selection and prices are cheaper. Mr. Zorechak clarified that they wanted the storage room part of their retail store because after covid, customers are buying their alcohol online, and Frederick Wine house wants to be able to give their customers that option as well.
- For potential effect of existing license holders, Commissioner Aquilino asked what is your potential effect in your establishment of existing license holders? Mr. Storm stated that he does not think there is going to be a big impact because the new location is over a mile from the next liquor store. Mr. Storm believes that the new location is in the desert area of Frederick County and will attract a wide range of clientele outside of Frederick County and even Maryland. Mr. Storm's idea and plan of this store is to get people into Frederick County and give money to this City.
- Commissioner Aquilino asked Mr. Storm, can you please explain to us what is the uniqueness of the services and products to be offered by your business? Mr. Storm told the Board that they are going to have a larger, wider selection than other businesses and plan on using the same concept. Mr. Storm stated for the past 7 years at the current location, they have been doing a great job and plan on doing the same thing. They just want to give their consumers a bigger and better selection. As well as being able to represent other businesses, small businesses, breweries, and distilleries.
- Commissioner Aquilino then asked Mr. Storm what would be the impact of the license in which the application is made, on the health, safety, and the welfare of the community, including issues with crime, parking, convenience, and traffic study. Mr. Storm stated for public health, they will operate as before by being strict with checking with ID.
- History Report: There is no history to report beyond 10 years for each of the licensees.
- Public Comment-
  - Mr. Ram Patel a license holder in Frederick County, was the first person to comment and felt that people are not travelling farther distances to get alcohol like Mr. Storm stated earlier because of the gas prices. Patel believes that this new location will affect the surrounding areas because there is not new growth unlike at their current location. Patel also complained about their advertising and does not understand why they got to put up a sign displaying the largest wine house in Frederick County when it has not been approved.
  - Linda Carter on behalf of the Alliant Enterprises LLC, Trading as Plus mart and their other licensees was the last person to comment about Frederick Wine House. Ms. Carter mentioned that she gave the Board an exhibit book and filed a letter, asking the Board to move them into evidence and to take them as consideration. Ms. Carter asks for the Board

to look at the Article of Beverages §4-206 on limitation of retail space and explains that the off-site office component such as their storage area is part of the 10,000 square feet. Ms. Carter goes on by stating the law that floor space includes the basement and any area off the license premises of where the alcoholic beverages are stored. She explains her understanding for the site plan must be approved by the city, requires a single use which what they have is 14,000 square feet footprint. She goes on by saying that the Board needs to ask themselves whether or not you want to approve a 14,000 square foot store. Ms. Carter asks the Board to think about the way alcohol is purchased from the whole sellers in Maryland, larger stores can buy larger quantity at lower prices. She stated that, that impacts the smaller licensees because financially they cannot compete. Ms. Carter explained that her client has an SPA loan who bought the business in 2001 and if were to loss 15% of his growth sales, he will not be able to make his payments. Ms. Carter emphasizes to the Board to look at the impact that this license will do to the existing licenses. She explains that the exhibit book she provided to the Board has a list of the licensees that are within 3 to 5 miles and by travel time of the new location for Frederick Wine House. Ms. Carter requests for the Board to look at her letter and for this application be moved to another date so she can cross examine the applicants on their testimony and the issues that were brought in front of the Board.

- Chairman Burrell states that she wants to clarify about the statue and storage space and that the Board will be looking at the total square foot and how it is interpreted since there are two different ways to go with this application whether the 10,000 square feet was or wasn't included with the storage. Chairman Burrell asks Administrator Shugars to remind the Board on the square footage and section. Administrator Shugars stated that she was correct and if the Board were to follow the Alcoholic Beverage §2-113 and have the storage separately licensed, the state will consider that doing. Administrator Shugars stated that she already spoke with ATC and confirmed that Mr. Storm would need to apply for the storage permit through the state. The middle section of 9,656 square feet is where the Board would consider and determine that, is the only part being licensed and the other part of the building would not be licensed without an ATC consideration.
- Administrator Shugars clarified with Linda Carter that she got her book right before the hearing and that she is talking to legal counsel now but that the applicant gets a rebuttal period to all the public comments.
- After Mr. Storm got approval to rebut some of the comments that were made, he stated that he has never seen another lawyer cross examine another licensee since they are not being charged with anything, so does not understand why he is being crossed examined. Mr. Storm then goes on about the complaint that was said that they cannot move the store because there are stores within a 3-mile radius. He mentions that they would be one of the stores that are within those 3 miles and that all the licensees around the area should have known for years that they were planning on expanding. Mr. Storm explained that he does not think they will impact other licenses, for they have different clientele and are trying to bring people from out of Frederick County. Mr. Storm stated that Frederick City and Frederick County have grown and believes that we should react to what consumers are asking of us and if a licensee cannot compete because of whatever reason that is not for the Board to decide that is for the public need to decide. Mr. Storm went on mentioning that if they are not doing the business they hoped, he feels for them, but knows everyone has been there and that it is part of business and part of the risk. He



emphasizes that, that is not what they are trying to do but know that they cannot hold back the whole entire City and County because there are a couple of small licensees.

- Commissioner Aquilino stated that her hesitation for approving this application is the extra square footage of the building not being approved by the state and that there will be access to the retail space before the Board can evaluate approval.
- Commissioner Glass agreed with Commissioner Aquilino and stated Frederick Wine House should provide a new plan and paperwork to ensure the Board that those areas are separated and secured and that they are under 10,000 square feet. Commissioner Glass also asked that they should provide city approvals of the transportation study.
- Chairman Burrell asked the Board, since Frederick Wine House is going to change some of their drawings with the To-Go area adding solid walls and without additional information we are not in position today to make a decision on section §4-210? Commissioner Glass stated that was correct on his end.
- Commissioner Aquilino agreed and stated that if she should make a motion, it would be for postponement
- Chairman Burrell stated that the Board would defer action until they are provided with the information for them to review it.
- Commissioner Glass stated that it was fair.
- Commissioner Aquilino asked legal counsel Jennifer Keefer a question about Mr. Storms comment about being crossed examined by the public. The question was, having been on the planning commission this has happened in the past I do not know if our procedure would indicate that yes it could or no it could not be done. I know that public comment is literally public comment and that we do not respond back, is this correct?
- Counsel Keefer responded stating that Commissioner Aquilino was correct and that their rules and procedures allow for public comment which is limited to three minutes per commenter. Ms. Keefer explained that it is not a process for questioning between and or questioning of an applicant by anyone other than the party of the case or the Board.
- Commissioner Glass asked Ms. Keefer if that only happens if there is a violation, which is a completely a different scenario?
- Counsel Keefer told Commissioner Glass that he was correct and stated that the classic crossed examination that Commissioner Glass is thinking of but that the Boards questioning an applicant was technically a form of crossed examination.
- Chairman Burrell stated that the Board generally does not have people offering public comment or cross examination and that it is for the Board to decide on applicants and not for people to attack one another. The public comment is for the Board to consider every comment into consideration as they make a decision on the application. Chairman Burrell then stated that she

personally does not believe that the Board has enough information to make a decision today and recommends deferring action to the matter.

- Administrator Shugars states for the record that the Board is clear for when they make a motion that they are going to postpone this application and that she will move forward on with a determination based on the current plans with the ATC. Administrator Shugars stated that she wants to make sure that they have that evaluation and determination for when the applicant comes before us on the next hearing.
- Chairman Burrell asks Administrator Shugars, is that a determination based off the original plan of an education room and the TO-GO area or is it a determination based off of what Mr. Storm asked today that have those separated areas off with just the 9,656? Chairman Burrell stated that she wanted to make sure that everyone was clear on the exact determination which is being requested for the Board. Administrator Shugars stated that ATC will review the impact on the current distribution of Alcoholic Beverages in the State and see if Mr. Storms goes afoul as far as multiple licensing. Administrator Shugars then explained to the Board that the Liquor Board does not have any records that he holds any other licenses anywhere else, and that the ATC will make a determination. Administrator Shugars also stated that she will still request the determination through ATC whether it is under or over 10,000 square feet, so it addresses any public concern. Chairman Burrell asked Administrator Shugars, how long does the ATC genuinely take to get an opinion or determination to the Board? Administrator Shugars responded by stating that she does not have a time frame for this is the first time we will be requesting it and that she will reach out to them tomorrow.
- Commissioner Aquilino asked if ATC did not approve this storage facility, the storage room and storage of any alcohol in the facility would have to be within the 9,656 feet?
- Chairman Burrell stated that her understanding is that the total size of the building is 14,000 but Mr. Storm is asking the State to license 2,000 of that 14,000 and that the Board will have to make a decision on how he is asking for under the 10,000 today. But also, to give a determination on both under and over 10,000 square feet. Chairman Burrell also explained that the Board has to subjectivity look at all the documentation when it is provided and determine whether we will or will not issue the license based on when we get the ATC determination. As well as, when the Board gets a little more information and if the State is going to license those areas. Chairman Burrell states that it would be a Board decision how they determine

**MOTION:** Commissioner Aquilino made a motion to postpone the application and for all the issues we brought up as well as for staff to address the ATC issue be incorporated into that also.

**SECOND:** Commissioner Glass second the motion.

**FURTHER DISCUSSION ON THE MOTION:** Administrator Shugars stated that she wanted to make sure for the record and that the applicant is clear on for the date for the next hearing which will be on July 11<sup>th</sup>. Commissioner Aquilino stated that she is was fine with the hearing being on July 11<sup>th</sup> but explained that if the applicant does not have all the information, we are requesting then he should inform us to postpone it and that was why she did not make is date specific.

**MOTION:** Commissioner Aquilino made a motion with the date being unspecified and allowing the staff to determine

***FURTHER DISCUSSION ON THE MOTION:*** Chairman Burrell asked for Administrative Shugars to let the State know this is a business decision that the Board is asking for an expedited review of the determination. Counsel Keefer asked the Board to go ahead and schedule the applicant for our next hearing on July 11<sup>th</sup> to make the date certain and if we need make an adjustment to, we can deal with that.

***MOTION:*** Commissioner Aquilino made a motion for postponement until July 11<sup>th</sup>, pending with staff putting it on the agenda.

***SECOND:*** Commissioner Glass second the motion

***VOTE:*** Chairman Burrell –Aye  
Commissioner Aquilino – Aye  
Commissioner Glass – Aye

The vote was unanimous ***Ayes 3, Nay-0***  
***(Motion passed)***

### 3. STAFF MEETING

#### a. Census Discussion & Decision-

- Administrator Shugars states that the Census will not be released until July 1<sup>st</sup> because we are waiting for a law change, which will not be affective until July 1<sup>st</sup>. No information was released today. Administrator Shugars explained that a form will be put up on our website and that form will have a drop-down menu which will show the availability of what districts have availability. If that availability is there the applicant will submit one submission for each district that they are looking to potentially get a license and then submit to staff. We will collect the information till July 31. The website will be up from July 1<sup>st</sup> to July 31<sup>st</sup> then we will take all that information, gather it, Census will be advertised in the Frederick News Post, our Newsletter, as to what districts will be available and will not be released until after the law takes place on July 1<sup>st</sup>, 2022.

**MOTION:** Administrator Shugars ask the Board for their availability to have a hearing on August 29<sup>th</sup> for just Census information sheet.

**SECOND:** Chairman Burrell stated that she is available and asked Commissioner Aquilino and Commissioner Glass for thumbs up.

**VOTE:** Chairman Burrell – I am  
Commissioner Aquilino – I am  
Commissioner Glass – Shook his head yes

The vote was unanimous **Ayes 3, Nay-0**  
**(Motion passed)**

b. Adopt Draft Regulations-

- Administrator Shugars mentions that everything has not changed much from the last hearing and she and Counsel Keefer have spoken about the guidelines, special one day licenses and promoters permits coming to a more reasonable platform. Administrator Shugars asked for more input from the Board regarding those administrative fees. Administrator Shugars explained that they have been paired down so we can explain to the public as to why we charge these fees and what goes into them. The fees are to cover the cost of our inspectors going out and spending a day at a small or larger event.
- Chairman Burrell states that she would like the Board to consider sensitivity to our licensees when it comes to the admin fees since there has not been a lot of events because of covid. Chairman Burrell asks the Board if this is the time to accept the fees or to postpone them till next year? Commissioner Glass confirmed with deferring the fees for one year but suggested to let the public know that the Liquor Board is trying to help the economy grow after covid and will not accept these fees until a year from now. Commissioner Glass suggested to show the fee increase effective as of January 1, 2023.
- Chairman Burrell agreed with deferring action of collecting the admin fees for the first year to ease into the next year with the new administrative fees.
- Administrator Shugars stated that she requests the administrative fees begin on January 1, 2023, through email and our newsletter. These Administrative fees are pertaining to specials/promoters only. The guideline administrative fees are to stay the same.

**MOTION:** Commissioner Aquilino made a motion to accept the draft regulations for 2022 with the amended administrative fees not going into effect until January 1, 2023.

**SECOND:** Commissioner Glass second the motion.

**FURTHER DISCUSSION ON THE MOTION:**

**VOTE:** Commissioner Aquilino – Aye  
Commissioner Glass – Aye  
Chairman Burrell – Aye

The vote was unanimous **Ayes 3, Nay-0**  
**(Motion passed)**

c. Adopt May 9,2022, Minutes-

**MOTION:** Commissioner Aquilino made a motion to approve the Monday May 9, 2022, minutes.

**SECOND:** Commissioner Glass second the motion.

**FURTHER DISCUSSION ON THE MOTION:** There was no further discussion.

**VOTE:** Commissioner Aquilino – Aye  
Commissioner Glass – Aye  
Chairman Burrell –Aye

The vote was unanimous **Ayes 3, Nay-o**  
**(Motion passed)**

d. General public comment-NONE

4. ADJOURN

**MOTION:** Commissioner Glass made a motion to adjourn

**SECOND:** Commissioner Aquilino second the motion.

**FURTHER DISCUSSION ON THE MOTION:** There was no further discussion.

**VOTE:** Commissioner Aquilino – Aye  
Commissioner Glass – Aye  
Chairman Burrell –Aye

The vote was unanimous **Ayes 3, Nay-o**  
**(Motion passed)**

**MEETING ADJOURNED: 10:49am**

Respectfully submitted,  
Candace Sier, Administrative Specialist  
FREDERICK COUNTY LIQUOR BOARD